

Health and Hygiene

1. Overview

1.1. Purpose

The provision of a safe and healthy environment is vital for children, educators, staff and other stakeholders. Junior Adventures Group (JAG) is committed to providing health and safety practices that promote good hygiene and reduce avoidable harm through the spread of disease. Hygiene practices are promoted and implemented, and policies and procedures are followed to maintain the highest level of health and hygiene at our services.

1.2. Scope

All Junior Adventures Group (JAG) People are required to comply with the provisions set out in this policy, their contract of employment and all other relevant policies, procedures and legislation.

1.3. Legislative Requirements

Under the *Education and Care Services National Regulations*, JAG is required to have policies and procedures in place to ensure the health, safety and wellbeing of the children in care.

2. Policy Statement

JAG is committed to providing health and safety practices that promote good hygiene and reduce avoidable harm through the spread of disease.

3. Principles

3.1. Duty of Care

Team Members have a duty of care to ensure the safety and wellbeing of children attending the service. This includes regular risk assessments and audits of our hygiene practices.

3.2. Promotion of Health and Hygiene

We actively promote health and hygiene. For example, we reduce the spread of disease by promoting immunisation. Additionally, hand hygiene and safe food handling practices are implemented to reduce cross-contamination.

Our team members verbally support and encourage children to practise health and hygiene behaviours that allow staff and children to work and play safely at the Service. We also use visual aids to encourage children to practise healthy and hygienic behaviours.

3.3. Leading Safe Practices

JAG People will lead safe practice on-site by visibly completing equipment cleaning, washing their hands regularly and supporting people to follow hygiene procedures.

Team Members will wear gloves and use tongs when handling food and encourage children to follow practices that are being modelled (e.g., using tongs).

3.4. Food Practices

Staffing will follow food safety requirements, including the safe handling, preparation and storage of food and disposal of waste.

3.5. Service Responsibilities

JAG People are provided training and updates on changes in public health information and requirements from the health authorities.

Team Members will provide an inclusive approach to differences in hygiene practices and standards between families to support children's developing sense of identity. Children are reminded that practices followed at the Service may differ from those at home.

Supervision will be particularly attentive to children and their hygiene practices during mealtimes and food experiences.

3.6. Record Keeping

Records will be kept of cleaning regimes, food handling requirements and incidents where a change in practice may need to be considered to reduce risk.

3.7. Illness and Infection

All illnesses and infectious diseases will be identified immediately and responded to with appropriate action to eliminate the spread of infection.

To limit the spread of illness and infectious disease, JAG People will not attend the Service if they are unwell.

Team Members are vigilant about the general health and wellbeing of each child. Any child with symptoms of vomiting, diarrhoea or fever or who appears unwell and unable to participate in the full program will be supported by educators until parents or guardians can collect the child.

Team Members will be aware of symptoms that may indicate possible infection or a serious medical illness or condition. Refer to the Reference Section below for source material and exclusion recommendations.

Any child who has exhibited symptoms of vomiting, diarrhoea or fever in the previous 24 hours will be taken for medical attention or treated as considered appropriate by parents or guardians before being readmitted to the Service.

Children with a diagnosed infectious illness will be excluded from the Service, as per the current recommendations for exclusions.

To prevent the spread of infectious diseases, services will adhere to the exclusion period table published by the National Health and Medical Research Council (NHMRC).

Where relevant, JAG People will refer to their state-based health guidelines for symptoms of emerging infectious diseases, pandemics, or other public health concerns. If JAG people, children or parents on site exhibit such symptoms, relevant state or national health advice will be followed, including any recommended exclusion periods. Parents and guardians will be asked to pick up their children if they are ill or have infectious symptoms.

3.8. Family Responsibilities

Parents or guardians will notify the Service Leader if they suspect their child has an infectious disease.

Parents/guardians will adhere to the guidelines of the NHMRC when their child is sick to minimise the spread of infection.

3.9. Responding to Infectious Diseases at the Service

When a child displays symptoms of infectious disease, parents or guardians will be asked to collect their child and seek medical advice immediately.

Team Members displaying symptoms of infectious disease will be released from work to seek immediate medical attention and exclude themselves for the period of the infectious disease.

Family members or other adults displaying symptoms of infectious disease will be asked to leave the premises until they are no longer infectious.

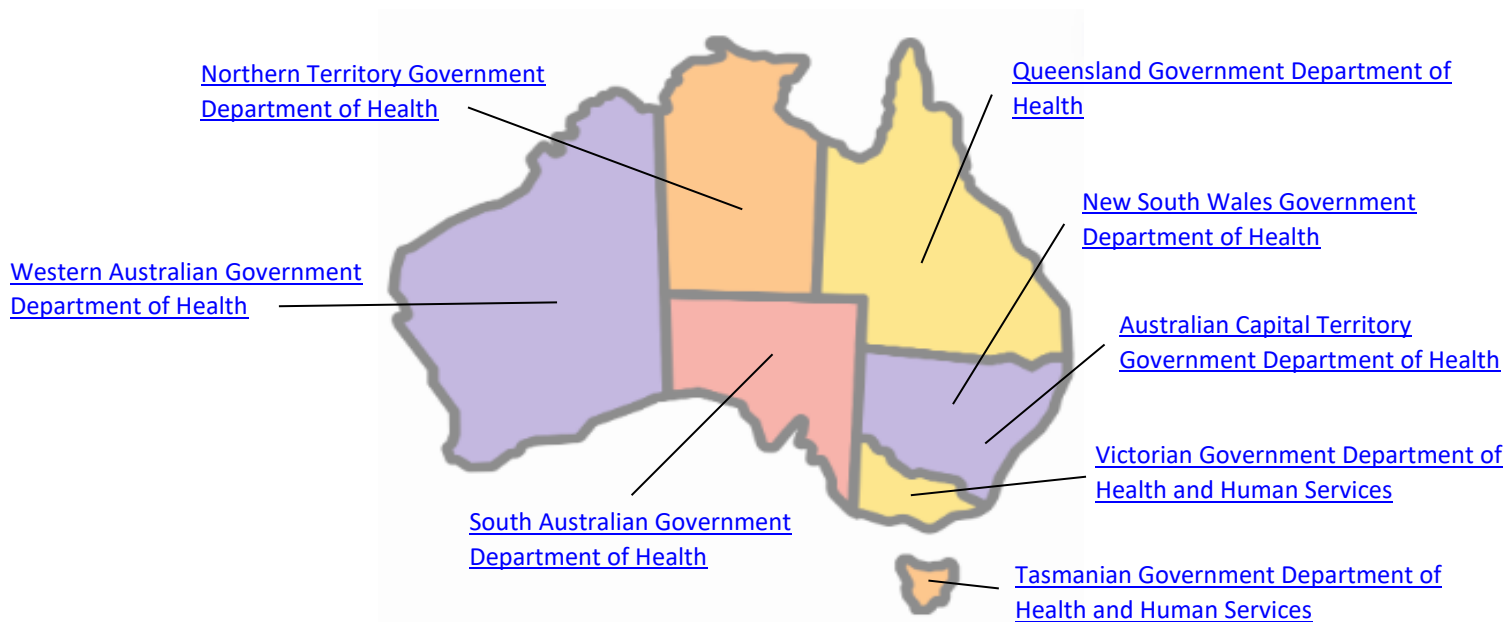
In the event of an outbreak of an infectious disease at the Service, JAG People, families, visitors and the local public health unit will be notified to minimise the number of people who become unwell.

The relevant authority or regulatory body will be notified about recurring or notifiable illnesses.

In the event of a state or national pandemic or public health concern, the recommendations of the relevant health authority will be followed, including any required exclusionary periods.

The Service will notify families as required by the relevant health department of any infectious cases or outbreaks that must be reported to families, including links and useful information in accessible language to ensure that all parents and guardians have the best chance of taking the required precautions.

3.10. State-Based Public Health Information



3.11. Supervision

All Team Members and Service Leaders will ensure that health, safety and supervision of children and clear communication between team members is maintained throughout the session.

3.12. Child Safety

We safeguard children through our procedures and practices, with particular attention to their health and wellbeing during our service. Policies and practices reflect the relevant legislation,

including the National Principles for Child Safe Organisations. JAG provides policies and procedures to equip JAG people with the knowledge, skills, and awareness to guide children in health and wellbeing practices. Service Practices are continuously reviewed and improved to ensure current legislation is in effect throughout the business. All matters regarding children's health and wellbeing are appropriately discussed with children and stakeholders to ensure they are informed and involved in practices toward good health and wellbeing.

4. Key Terms

Term	Definition
<i>Child Care Legislation Amendment Act</i>	Requires parents/guardians of all children enrolling in childcare facilities to provide documented evidence of the child's immunisation status
Infectious disease	Also known as transmissible disease or communicable disease, an illness resulting from an infection
JAG People	Any adult that governs, manages, conducts work for or provides activities to JAG in a paid or unpaid activity spanning all levels of the organisational structure
Service Leader	Anyone who oversees the Service in one of the following roles: 1. The Approved Provider; if the approved provider is an individual, in other cases, a person with management or control of the Service 2. The Nominated Supervisor of the Service 3. A Responsible Person who has been placed in day-to-day charge of the Service in the absence of the Nominated Supervisor.
Team Members	JAG People who work directly with children
Line Manager	The persons in the direct supervisory role overseeing the work of the particular JAG person; the JAG persons escalate matters toward the person in this role, in the event of incidents and breaches

5. References

Education and Care Services National Law and Regulations
Education and Care Services National Law Act 2010
Education and Care Services National Regulations 2011
https://www.acecqa.gov.au/nqf/national-quality-standard
Other Relevant Legislation
Regulation 4 – Definitions
Regulation 86 – Notification to parents of incident, injury, trauma and illness
Regulation 87 – Incident, injury, trauma and illness record
Regulation 88 – Infectious diseases
Regulation 89 – First aid kits
Regulation 160 – Child enrolment records to be kept by an approved provider
Regulation 161 – Authorisations to be kept in enrolment record
Regulation 162 – Health information to be kept in enrolment record
Regulation 168 – Education and care service must have policies and procedures
Regulation 170 – Policies and procedures to be followed
Regulation 171 – Policies and procedures to be kept available
Regulation 172 – Notification of change to policies or procedures

Regulation 173 – Prescribed information to be displayed
Regulation 174 – Time to notify certain circumstances to Regulatory Authority
Regulation 175 – Prescribed information to be notified to Regulatory Authority
Regulation 176 – Time to notify certain information to Regulatory Authority
Regulation 181 – Confidentiality of records kept be approved provider
Regulation 183 – Storage of records and other documents
5th Edition Staying Healthy Preventing Infectious Diseases in Early Childhood Education and Care Services
National Quality Standards for Early Childhood Education and Care and School Care
National Health and Medical Research Council 2010. Australian guideline for the prevention and control of infection in healthcare, NHMRC Canberra
NSW Food Authority “Children’s Services Voluntary Food Safety Program Template”
The public health (amendment) act 2010
National Immunisation Program in Australia
Related Policies
Safeguarding Children and Young People
Service Delivery Governance and Management
Delivery and Collection of Children Policy
Incident Management
Related Procedures
02P006 Health and Hygiene Procedures
02P007 Managing Infectious Diseases Procedures
02P004 Medical and Health Management Procedures
02P013 Toileting and Nappy Changing Procedures
Other
Quality Area 2: Elements 2.1, 2.2
Guide to National Laws and Regulations
OCG Guide to Child Safe Standards - https://ocg.nsw.gov.au/child-safe-scheme
CCYP Child safe Standards - https://ccyp.vic.gov.au/child-safe-standards/
National Principles for Child Safe Organisations - https://childsafe.humanrights.gov.au/national-principles

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